

Reservations and Regulations

The Sonoma Mission ESP takes place on Thursdays from September to early June. Generally, the curriculum is geared toward 4th grade California History curriculum. Home school groups are welcome. A number of California State Parks offer an overnight learning experience. Please, choose only one ESP site per school year. It is our intention to make the Environmental Studies Program available to as many school children as good resource management will allow.

ENVIRONMENTAL Studies PROGRAM
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CLASS SIZE

Reservations will be granted for one program for one class. A class is one school class, not more than forty students. Teachers who team-teach will have to split the class into groups if the two classes total more than forty students; each teacher will have to submit a different application. If the class total is less than forty, the teacher may apply with one application. The teacher on the reservation form **MUST** be the teacher on site for the program. Absolutely no substitutions allowed. Please, only one application per envelope, even if you might have more than two teachers applying from your school.

TEACHER IN CHARGE

The teacher on the reservation form **MUST** be the teacher on site for the program. Absolutely no substitutions are allowed. The class must have a Sonoma Mission Workshop trained teacher on site in order to participate in the program.

Reservations are issued to an individual teacher and are not transferable between teachers.

LEAVE OF ABSENCE

After three years of participation at in the Mission ESP you will be asked to take a one-year leave from the program. After that one-year, you are welcome to reapply as a new applicant and start the reservation system process over.

TEACHERS' WORKSHOP

All new ESP teachers are required to attend a Teachers' Workshop, held in September. The workshop is a hands-on run through of a possible program. Teachers may **NOT** send a substitute to the workshop. If a teacher cannot be at the workshop, s/he will not be able to participate in the program.

There is currently a \$10.00 per person charge for the workshop, which covers food, materials, and a manual. This fee is subject to change.

PROGRAM FEES

There is a \$250.00 fee per class for the program. A \$50.00 commitment deposit is due when you are assigned your date and confirm your interest. This fee is nonrefundable. This \$50.00 is subtracted from your total cost. The remainder of the fee, \$200.00, is due two weeks prior to your program date. In addition, the class may need to supply consumable crafts supplies (such as leather or project wood), if it is to participate in that activity.

CANCELLATIONS

The following is the policy at Sonoma Mission State Historic Park for cancellations of an Environmental Studies Program.

A \$50.00 "Commitment Fee" is required when a school group makes a reservation for the Environmental Studies Program (ESP). The Commitment Fee is a non-refundable fee.

Please let us know if you have any questions and concerns, or circumstances which we should know about, e.g. team teaching, traveling from a far distance. We welcome communication and look forward to meeting you.